



NEIGHBOURHOOD PLAN OFFICER'S REPORT

Report to: Broadclyst Parish Council

Date of Meeting: May 4th 2021

Agenda item:21/073 iii

Subject: Broadclyst Neighbourhood Plan

Purpose of report: to update Council

Recommendation:

- i. that that report be noted
- ii. that recommendations contained within the report be considered and resolved

Financial implications: The preparation of the Broadclyst Neighbourhood Plan is supported by government Locality grants. Staffing costs are partly being met from parish council budgets and partly from the grant fund

Legal implications: Broadclyst Parish Council is a qualifying body¹ and is therefore eligible to write a Neighbourhood Plan. The District Council has a statutory duty to support the preparation of Neighbourhood Plans.

Equalities impact: Not applicable

Risk: The Audit Commission (2001) defines “risk” as an event or action which will adversely affect an organisation’s ability to achieve its objectives, project plans and processes and to successfully execute its strategies. Therefore “risk management” is the process by which risks are **identified, evaluated and controlled**.

Broadclyst Parish Council recognises that it has a responsibility to manage risks, both internal and external, and is therefore committed to the implementation of a risk management strategy in line with the introduction of Local Audit and Accountability Act 2014 in order to protect the Council from avoidable losses.

The co-operation of all Members and officers is essential to ensure the Council’s resources and service provision are not adversely affected by uncontrolled risk, to ensure the Council does not fail to seize opportunities which benefit the community.

Link to Council Action Plan:

The preparation of Broadclyst Neighbourhood Plan supports the Council’s commitment to enabling local

¹ For Neighbourhood Development Orders, the definition of “qualifying body” is in section 61E(6) of the Town And Country Planning, England, Act 1990 (inserted by paragraph 2 of the Localism Act 2011). For the purposes of Neighbourhood Development Plans the definition of “qualifying body” is in section 38A(12) of the Planning and Compulsory Purchase 2004 Act (as inserted by paragraph 7 of the Localism Act 2011).

housing delivery; supporting business growth and increased productivity, and community capacity building and engagement.

Risk analysis

A detailed risk analysis has been carried out and is summarised below

Risk Description	Likelihood	Impact	Mitigation Measures
Failure to deliver Neighbourhood Plan	Low	Moderate	Continued budget monitoring
Failure to meet evidenced community need	Low	Moderate/Major	Regular review of progress against community survey results
Covid 19	High	Moderate/ Major	Regular review of MHCLG Covid 19: planning update of changes to the neighbourhood planning process . Adjusting stages of the NP process to be in line with national guidance.

Key information

Neighbourhood Plans were introduced by the Localism Act 2011. The idea behind localism is that decision making is passed to a more local level, from local government to local communities. There are two main parts to neighbourhood planning: Neighbourhood Plans (NP) and Neighbourhood Development Orders (NDO).

A Neighbourhood Plan is a community-led planning framework for guiding the future development, regeneration and conservation of an area. It is about the use and development of land and may contain a vision, aims, planning policies, proposals for improving the area or providing new facilities, or allocating key sites for specific kinds of development. It may deal with a wide range of social, economic and environmental issues (such as housing, employment, heritage and transport) or it may focus on one or two issues only. It is for those producing the plan to decide on its scope and content.

A Neighbourhood Plan will be part of the statutory development plan for the area, if successful at a referendum. This statutory status gives neighbourhood plans more weight than some other local documents, such as parish plans, community plans and village design statements.

A Neighbourhood Plan must meet certain “basic conditions”. These include compliance with European and national legislation, contributing to the achievement of sustainable development, having appropriate regard to national policy and being in general conformity with existing strategic planning policy. It should not promote less development than that identified in the development plan for the area. It can provide for greater growth levels. It can also specify policies and guidance on how new development should be designed, orientated and located. The preparation of neighbourhood plans must include a robust programme of community engagement and have a proportionate evidence base.

Link to Council Action Plan:

The preparation of Broadclyst Neighbourhood Plan supports the Council's commitment to enabling local housing delivery; supporting business growth and increased productivity; and community capacity building and engagement.

REPORT

Reg 14 Consultation responses

1. The Overview Steering Group (OSG) continue to meet weekly to process the NP Reg 14 responses.

Personal replies are slowly being released to those who were involved in the process.

Below are some of the responses we have received from those who received a personal reply from the Overview steering group.

Thank you for your comments regarding my observations on the NP. It is very reassuring to know that one's observations have been considered.

Just a note to thank you for your reply, it's the first time that I've received any feedback from filling in a questionnaire!

All community responses and statutory comments on the general policies of the Reg 14 document have been analysed.

EDDC replies for all general policies are progressing well.

Final analysis stage will be analysis of the allocated sites with comments collated from the community and statutory authorities.

Recommendation 1: For Councillor's to note the work of the NP Overview Steering Group.

2. Reg 16 Progress:

Preparation for the Reg 16 NP documents are being collated alongside the Reg 14 analysis process.

To date the Reg 14 work has identified:

- Need to add design code sections to the Broadclyst Character Assessment and consider retitling the document.
- Amendments of SEA
- Need for the Site Allocation documents to provide much more in-depth process information. These will need sections added and a bit of a re write.
- Sustainability Assessment to be written for Reg 16 rather than after Examination process. This will still need alterations done after the Examination.

- Addition of suggestions from community and statutory authorities.
- Deletion of some policies and an addition of community actions and projects.
- Ensure all documentation is within accessibility guidelines.
- Addition of figures and re numbering of figures
- Addition of appendices and reference documents and re numbering of appendices.
- Text errors, suggestions and proofreader amendments.

Recommendation 2: For Councillor's to note work required for Reg 16 draft and the work of the NP Overview Steering Group

This concludes my report to Council.

Janvrin Edbrooke
Broadclyst Parish Council Neighbourhood Plan Officer
12 July 2022